


Basic guidance for using the online portal for the Diesel Retrofit Program

Annual Submittals and Fleet updates

Start at <http://www.nj.gov/dep/online/>



New Jersey Home Page

Log On to My New Jersey

Log On ID:

Password:

Log On

Sign Up to Register

Enter the required information and click 'Log On'

The Official Web Site for THE STATE OF NEW JERSEY

Search

Services A to Z | Departments/Agencies | FAQs

myNJ Home myNJ Business myNew Jersey

Welcome | Logout | Change Profile | Enter Authorization Code | Choose Start Page | Content | Layout | Help

Premier E-Business Services

Due to scheduled maintenance, Premier E-Business Services may be unavailable between 8 AM and 5 PM on Sunday, June 29. We apologize for any inconvenience this may cause.

If you own a business or represent one in dealings with New Jersey state government, Sign up for Premier E-Business Services

DEP Apps

DEPOnline Services

Select 'DEPOnline services'

New Jersey Lottery

The Mega Millions Jackpot for Friday, 06/27/2008 \$ 34 million

Pick 6 Lotto Jackpot for Monday, 06/30/2008 \$ 3.5 million

Jersey Cash 5 Jackpot for Friday, 06/27/2008 \$ 140,000

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mynewjersey

services department of environmental protection

njdep online

njdep home | about dep | index by topic | programs/units | dep online

My Workspace | User Profile | Certifications | Payments | Documents and Forms

Version: 2.0

Currently logged in

MY WORKSPACE

Service Selection

Note: Access to this electronic service selection and submittal area is granted by selecting facilities using the user profile. Some services are accessible without selecting facilities as shown below.

Air Program Diesel Retrofit Program

Click 'Diesel Retrofit Program'

My Facilities/Program Interests

Note: You may add facilities by clicking the "Add Facilities" button below.

You do not have any facilities in your profile. You may add facilities by selecting the Add Facility button on the My Workspace screen.

Add Facilities

My Services - In Progress

Note: To edit or resume working on an "In Progress" item, please click on the appropriate number in the ID column.

MY WORKSPACE

Service Selection

Note: Access to this electronic service selection and submittal area is granted by selecting facilities using the user profile. Some services are accessible without selecting facilities as shown below.

NJDEP Staff

Mutation Processor Administration

Air Program

Diesel Retrofit Program

Configure Services

My Facilities/Program Interests

Note: You may add facilities by clicking the "Add Facilities" button below.

Facility Name Facility ID

3 479071 Die

Clicking a column title will sort the table by that column.

My Services - In Progress

Note: To edit or resume working on an "In Progress" item, please click on the appropriate number in the ID column.

ID	Application	Facility Name	Description	Status	Created Date	Last Modified Date	View	History
27352	ESTIMATE MODIFICATION	CCVS 6-11	School Bus - CCVS Modification	In Progress	07/29/2009	08/03/2009		

Clicking a column title will sort the table by that column.

My Services - Submitted

Version: 4.6
Currently logged in: adam.lewis

Contacts

1. Submittal Selection
2. Submittal Name
3. Fleet Owner Information
4. Contacts
5. Inventory Upload
6. Inventory / Cost Estimate
7. Hardcopy Attachment Acknowledgement
8. Hardcopy Attachment Cover Letter
9. Attachment Upload
10. Certification
11. Submission

1. Fleet Owner Contact 2. Garage Manager 3. Responsible Official (Diesel)

2. Garage Manager

Note: Selecting an option below will replace all information for this contact.

Insert From Existing Contact(s):
Insert From Existing Contact(s):

MY PROFILE INFORMATION
adam.lewis

MY FAVORITE CONTACTS
Contact 1 Name (Responsible Official (Diesel))

MY SERVICE CONTACTS
1. Fleet Owner Contact
3. Responsible Official (Diesel)
*Organization Type:

*At least 1 phone number is required

*Type: (Required)

Add Number

Note: Please enter contact information on ALL required tabs before clicking Continue

Available Contact Types: Add Contact << Previous Next >> Save Continue

Currently logged in: adam.lewis

Contacts

1. Submittal Selection
2. Submittal Name
3. Fleet Owner Information
4. Contacts
5. Inventory Upload
6. Inventory / Cost Estimate
7. Hardcopy Attachment Acknowledgement
8. Hardcopy Attachment Cover Letter
9. Attachment Upload
10. Certification
11. Submission

1. Fleet Owner Contact 2. Garage Manager 3. Responsible Official (Diesel)

3. Responsible Official (Diesel)

Note: Selecting an option below will replace all information for this contact.

Insert From Existing Contact(s):
Insert From Existing Contact(s):

*First Name: Contact 1
*Middle Initial: Name
*Last Name: Name
*Title:

*Address Line 1: Name 1
*Address Line 2:
*Address Line 3:
*County: Mercer
*City: Trenton City (Mercer)
*State: New Jersey
*Zip Code: 00000

*Organization Type: State

*At least 1 phone number is required

*Type: (Required)
Work Phone Number: (609) 292-2050

Add Number

Note: Please enter contact information on ALL required tabs before clicking Continue

Available Contact Types: Add Contact << Previous Next >> Save Continue

Fill out the required contact information or add information by using the existing contact pull-down menu and click the 'Next' button.

Press 'Continue' when the required contact information is filled out.

Home | citizen | business | government | services & to 2 | departments

Search

My Workspace User Profile Certifications

Version: 4.10
Currently logged in: adam.lewis (2ALEWIS)

ANNUAL SUBMITTAL

No Changes to Vehicles

Master Vehicle List

The vehicle information can be edited by pressing the associated edit icon.

Vehicle ID	Vehicle / Equipment Designation	VIN / Serial Number	Address Line 1	Address Line 2	Address Line 3	City	State	Zip
BART ISR 2224-5 AL	Z24	BBARN6WH621832	123 Street			Ackermans Mills	New Jersey	
BART ISR 2224-5 AL	Z25	BBAA8XKH256122	123 Street			Ackermans Mills	New Jersey	
BART ISR 2224-5 AL	Z26	ChangeVIN	123 Street			Ackermans Mills	New Jersey	
BART ISR 2224-5 AL	Z27	HG31FV11143690	123 Street			Ackermans Mills	New Jersey	
BART ISR 2224-5 AL	Z28	HG31FOV1144247	123 Street			Ackermans Mills	New Jersey	
BART ISR 2224-5 AL		JG31FOV1231650	123 Street			Ackermans Mills	New Jersey	
BART ISR 2224-5 AL			123 Street			Ackermans Mills	New Jersey	

A vehicle can be removed by pressing the associated remove icon.

Add New Vehicles

Note: The Applicant does not need to complete all fields but must fill out all required designations and descriptions.

Owner	Vehicle / Equipment Designation	VIN / Serial Number	(Primary Location of Vehicle / Equipment) Address Line 1	(Primary Location of Vehicle / Equipment) Address Line 2	(Primary Location of Vehicle / Equipment) City

* Required

Save Vehicle

Add additional vehicles or equipment here.

Version: 2.0
Currently logged in: 463794
NJDEP DIESEL RETROFIT TEST SITE
HARDCOPY ATTACHMENTS COVER LETTER

Submittal ID: 15915
Submittal Type: Notice of Intent to Comply / Fleet Plan Modification

Print Friendly Version

1 - Fleet Owner Selection
2 - Existing Submittals
3 - Inventory / Cost Estimate Modification
4 - Hardcopy Attachment Acknowledgement
5 - Hardcopy Attachment Upload
6 - Attachment Upload
7 - Certification
8 - Submission

Attachments must include all of the following items. The following items must be submitted within 30 days of submittal. The Department cannot complete its review of this submittal until all information is received.

Attachment Description

To be deemed administratively complete, an application for authorization under the above submittals must include all of the following items. The following items must be submitted within 30 days of submittal. The Department cannot complete its review of this submittal until all information is received.

Attachment Upload

Print this page.

Print your 'Hardcopy Attachments Cover Letter' popup and then Click 'Continue'

Version: 2.0
Currently logged in: 463794
NJDEP DIESEL RETROFIT TEST SITE
HARDCOPY ATTACHMENTS COVER LETTER

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Attachment Upload

Print this page.

If you have electronic attachments select 'Browse' and navigate to documents, then press 'Open' and 'Upload'

Version: 2.0
Currently logged in: 463794
NJDEP DIESEL RETROFIT TEST SITE
ATTACHMENT UPLOAD

Upload New Attachments

Note: The maximum file size that can be uploaded is: 100000 bytes. You can upload any required attachments using this page. You may upload up to 5 files at a time. The "Upload" button must be pressed after the files for uploading are specified before the "Continue" button is pressed to advance to the next step in the submittal process.

Here is where you may upload any required Hardcopy Attachment files, among others.

Once you have selected and uploaded your file(s), press 'Continue.'

If you have no documents to upload press 'Continue.'

Attachment Name Description File Delete

MOD INFO vin.txt

Continue

Version: 2.0
Currently logged in: 463794
NJDEP DIESEL RETROFIT TEST SITE
CERTIFICATION - SINGLE APPLICATION SUMMARY

15915 - INVENTORY / COST ESTIMATE MODIFICATION

Required	Name	Certifier Type	Certifier Status	Notification Status	Certify Electronically	Certify via Paper	Remove Certifier
✓	Individual With Direct Knowledge	Not Certified	No notifications sent.				
✓	Responsible Official	Not Certified					

Select the blue ribbon to electronically certify your submittal

department | njeonline | citizen | business | government | services A to Z | departments

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